

Wisconsin Dept. of Revenue Electronic Real Estate Transfer Return - eRETR

Saving a eRETR file

Save from any Section in eRETR or on “Submitted Notification”

Electronic Real Estate Transfer Return **Department of Revenue**

Remaining time: 20

Previous Grantors Next Update Add Form Quit Delete Form SUBMIT Save

Add grantor
Delete grantor

Grantors
 Grantees
 Parcels
 Legal description
 Physical description
 Transfer
 Financing
 Weatherization
 Fee computation
 Agent and preparer
 Summary

eRETR - Grantors

Grantor

Grantor type

Explain if Other is selected

Individual information

Last name First name

Social security number

Electronic Real Estate Transfer Return

Department of Revenue

Remaining time: 20

Your Real Estate Transfer Return has been filed but not recorded.

1. **Immediately print the receipt page found [here](#)**
 The receipt includes instructions explaining how to have the transfer recorded.
2. **Save copy of the filing by clicking [here](#)**
 Saving the file allows you to make changes and refile before you have the transfer recorded. For information on using the saved file, read the System Overview section found [here](#).
3. Click [here](#) to view the return

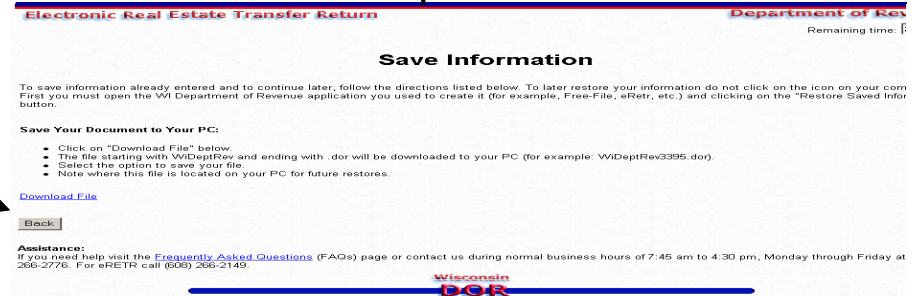
Receipt number is: LXY5

Method 1:
 Save file from any section in the eRETR before “Submit” is pressed.
 This is the recommended method

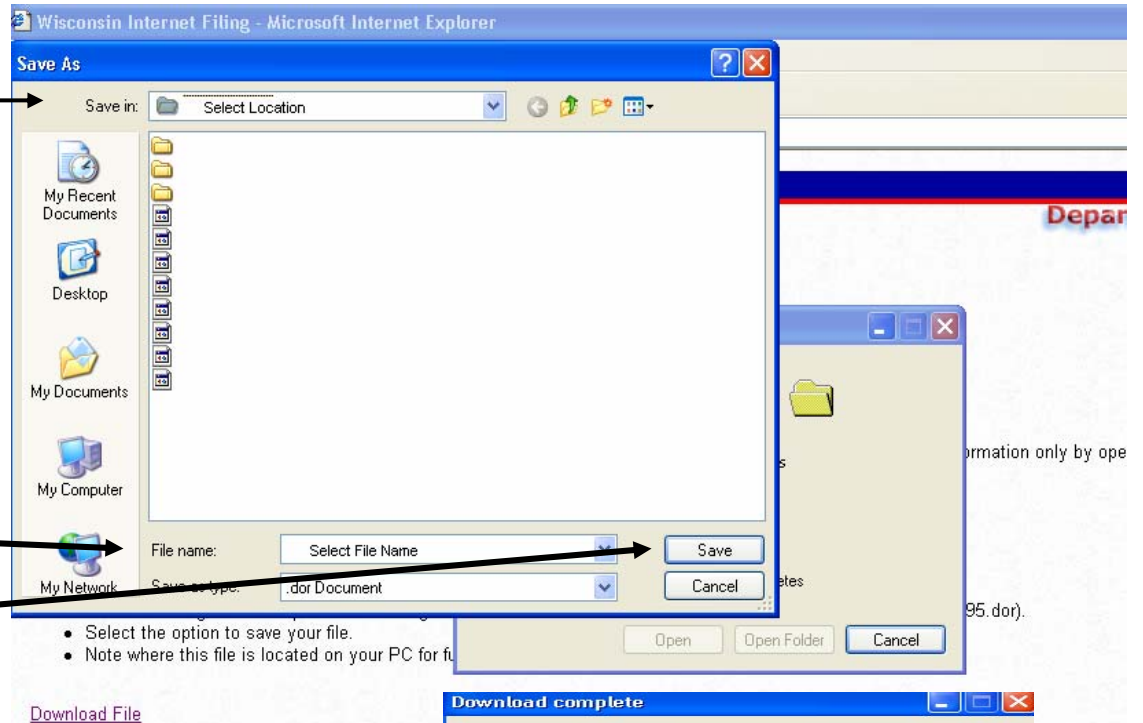
Method 2:
 Save file from “Submitted Notification” after “Submit” button is pressed

Method 1: after “Save” button in eRETR is pressed

1. Press **Download File** button



2. Select location of where you want to save to



3. Select name of file

4. Save

5. On “Download Complete”
Press “Close”

4/25/06

Method 1: Screen after “Close” button on “Download Complete”

Press “Back” button →

Electronic Real Estate Transfer Return **Department of Rev**

Remaining time: []

Save Information

To save information already entered and to continue later, follow the directions listed below. To later restore your information do not click on the icon on your com First you must open the WI Department of Revenue application you used to create it (for example, Free-File, eRetr, etc.) and clicking on the "Restore Saved Infor button.

Save Your Document to Your PC:

- Click on "Download File" below.
- The file starting with WIDeptRev and ending with .dor will be downloaded to your PC (for example: WIDeptRev3395.dor).
- Select the option to save your file.
- Note where this file is located on your PC for future restores.

[Download File](#)

Assistance:
If you need help visit the [Frequently Asked Questions](#) (FAQs) page or contact us during normal business hours of 7:45 am to 4:30 pm, Monday through Friday at 266-2776. For eRETR call (608) 266-2149.

Wisconsin
DOR

Method 1: File saved and returned to eRETR to Quit or to Submit

Electronic Real Estate Transfer Return **Department of Rev**

Remaining time: [2]

Previous Next

eRETR - Grantors

Grantor

Individual information

Grantor type

Explain if Other is selected

Last name First name

Social security number

4/25/06

Method 2: After **Submit**, Save file by clicking [here](#)

Electronic Real Estate Transfer Return

Department of

Remaining tin

Your Real Estate Transfer Return has been filed but not recorded.

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The receipt includes instructions explaining how to have the transfer recorded.
2. **Save copy of the filing by clicking [here](#)**
Saving the file allows you to make changes and refile before you have the transfer recorded. For information using the saved file, read the System Overview section found [here](#).
3. Click [here](#) to view the return

Receipt number is: LXYS

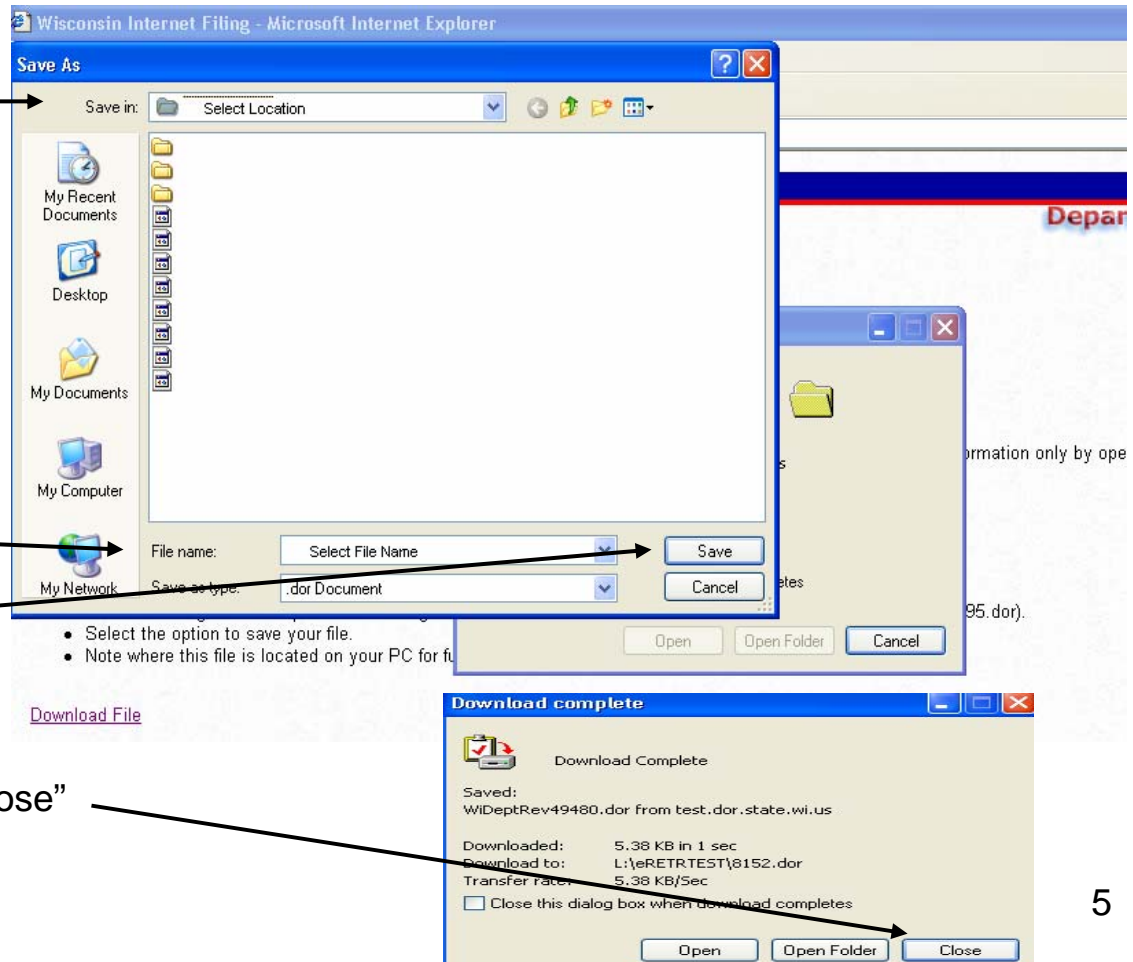
1. Click “[here](#)” button

2. Select location of where you want to save to

3. Select name of file

4. Save

5. On “Download Complete” Press “Close”



Screen After “Close” button on “Download Complete”

1. Make sure receipt is printed! →

2. Print return if wanted. →

3. Press “Close” →

4. Confirm Receipt is printed →

Electronic Real Estate Transfer Return **Department of Revenue**

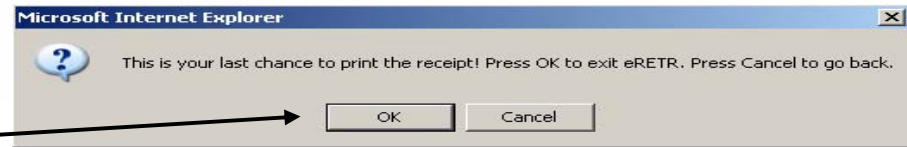
Remaining time: 2

Your Real Estate Transfer Return has been filed but not recorded.

1. **Immediately print the receipt page found [here](#)**
The receipt includes instructions explaining how to have the transfer recorded.
2. **Save copy of the filing by clicking [here](#)**
Saving the file allows you to make changes and refile before you have the transfer recorded. For information using the saved file, read the System Overview section found [here](#).
3. Click [here](#) to view the return

Receipt number is: LXEQ

Close



Screen after OK button is clicked

Electronic Real Estate Transfer Return **Department of Revenue**

Remaining time: 1

Good Bye

[Wisconsin Department of Revenue Home page](#)

Wisconsin DOR

To enter another return, go to the Real Estate Transfer web site: <http://www.dor.state.wi.us/ust/retn.html>